PNEUMATIC TASK CHAIR ASSEMBLY INSTRUCTION MODEL OM-198

TOOL FOR ASSEMBLY PROVIDED

QUESTIONS OR PROBLEMS WITH ASSEMBLY?
PLEASE CONTACT OUR CUSTOMER SERVICE DEPARTMENT
MONDAY THROUGH FRIDAY 8:00 AM TO 5:00 PM EASTERN TIME AT:
PHONE NO.: 1-800-457-4652 FAX NO.: 1-800-457-4659
OR
VISIT US ONLINE @ WWW.ONLINECUSTOMERASSISTANCE.COM

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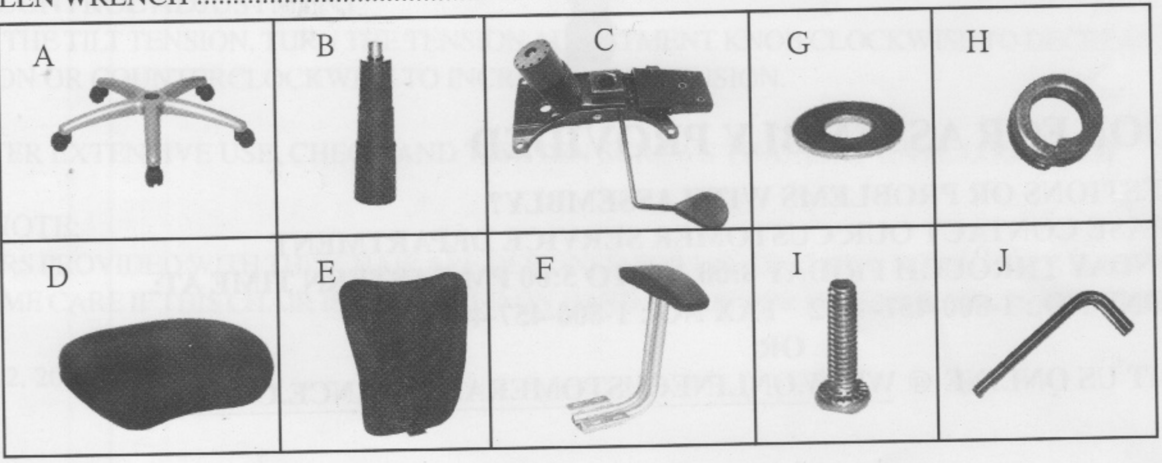
PLEASE READ BEFORE ASSEMBLING

SPECIAL NOTICE:

1) IN ORDER TO PROVIDED YOU WITH THE QUALITY PRODUCT THAT YOU SHOULD EXPECT, EACH PIECE OF THIS CHAIR HAS BEEN SECURELY PACKED TO PREVENT DAMAGE. PLEASE TAKE GREAT CARE WHEN UNWRAPPING THE PACKING MATERIALS THAT HAVE BEEN AFFIXED TO THE CHAIR PARTS.
2) IF A KNIFE IS USED TO REMOVE THE WRAPPING, CARE SHOULD BE TAKEN NOT TO DAMAGE THE FRAME OR UPHOLSTERY.
3) HAND START ALL SCREWS INTO PLACE. DO NOT USE EXCESSIVE FORCE WHEN TIGHTENING.
4) THE ONLY TOOL REQUIRED FOR ASSEMBLY IS ALLEN WRENCH WHICH IS PROVIDED.
5) AFTER EXTENSIVE USE, CHECK AND TIGHTEN SCREWS THAT MAY HAVE LOOSENED.

PARTS LIST:

A) BASE WITH CASTERS .... 1 PIECE
B) GAS LIFT WITH COVER .... 1 PIECE
C) SEAT PLATE .... 1 PIECE
D) SEAT CUSHION .... 1 PIECE
E) BACK CUSHION WITH SUPPORT STEM .... 1 PIECE
F) ARM REST .... 2 PIECES
G) FLAT WASHER .... 15 PIECES
H) SPRING WASHER .... 15 PIECES
I) 1" SCREW .... 15 PIECES
J) ALLEN WRENCH .... 1 PIECE



ASSEMBLY INSTRUCTION:

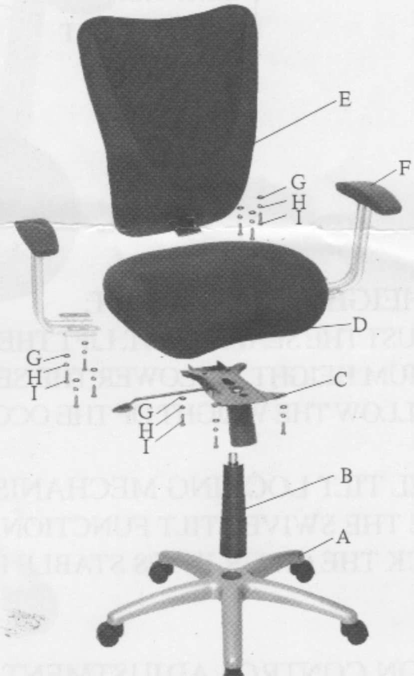
STEP 1. LAY OUT ALL PIECES ON A FLAT , CLEAN SURFACE.

STEP 2: ALIGN HOLES ON ARM REST (F) WITH HOLES ON BOTTOM OF SEAT CUSHION (D), INSERT FOUR 1" SCREWS (I) , FOUR SPRING WASHERS (H) AND FOUR FLAT WASHERS (G), AND TIGHTEN. REPEAT SAME PROCEDURE FOR THE OTHER ARM REST.

STEP 3: ATTACH THE SEAT PLATE (C) TO THE BOTTOM OF THE SEAT CUSHION (D) , WITH ARROW POINTING TO THE FRONT OF THE CHAIR, USING FOUR 1" SCREWS (I), FOUR SPRING WASHERS (H) AND FOUR FLAT WASHERS (G). TIGHTEN THE SEAT PLATE ONTO THE BOTTOM OF THE SEAT CUSHION.

STEP 4: ALIGN THE HOLES OF THE BACK SUPPORT STEM (E) WITH THE HOLES ON THE BOTTOM OF THE SEAT CUSHION (D) , INSERT THREE 1" SCREWS (I), THREE SPRING WASHERS (H) AND THREE FLAT WASHERS (G) THEN TIGHTEN.

STEP 5: PLACE BASE WITH CASTERS (A) UPRIGHT SO THAT CASTERS ARE ON THE FLOOR, INSERT THE LARGE END OF THE GAS LIFT WITH COVER (B) INTO THE CENTER HOLE OF THE BASE.



STEP 6: CENTER THE SEAT PLATE (C) OVER THE TOP OF THE GAS LIFT WITH COVER (B). PLACE SEAT ONTO THE GAS LIFT (B) AND PUSH DOWN FIRMLY.

STEP 7: RETIGHTEN ALL SCREWS. CHECK THAT TOP OF GAS LIFT IS SECURE TO THE SEAT PLATE AND THAT THE BOTTOM OF THE GAS LIFT IS SECURE TO THE CENTER OF THE BASE.

STEP 8: SEE BACK PAGE FOR OPERATING INSTRUCTION.

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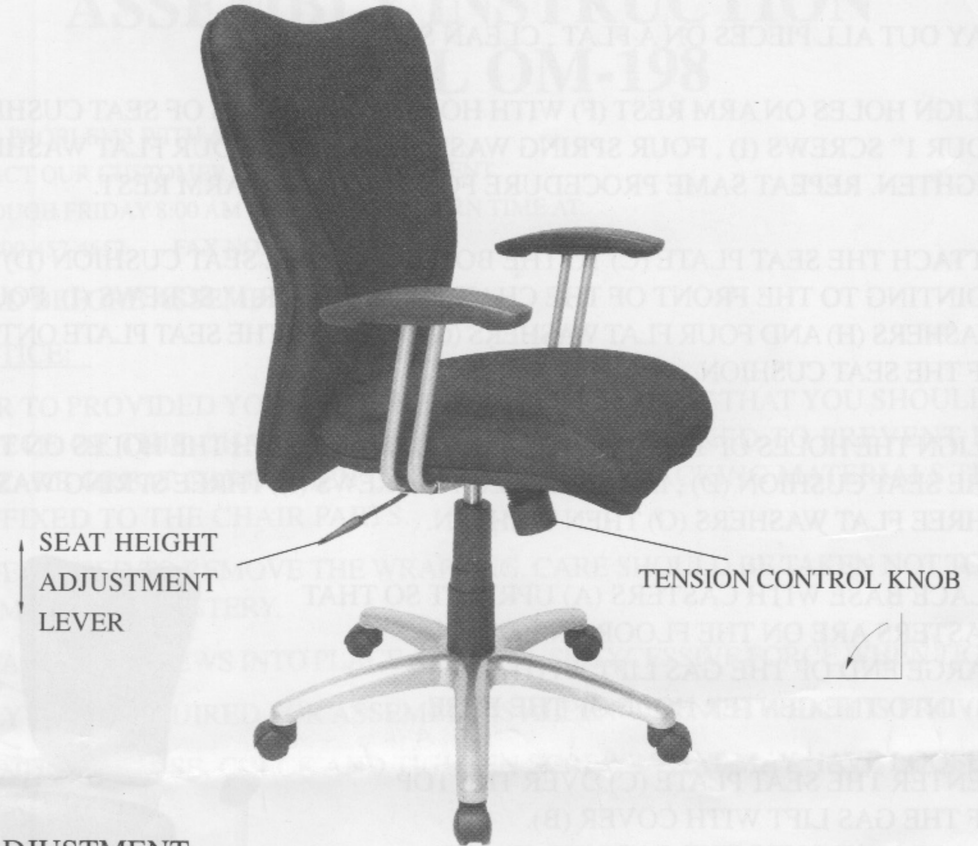

SEAT HEIGHT ADJUSTMENT:
TO ADJUST THE SEAT HEIGHT, LIFT THE HEIGHT ADJUSTMENT LEVER UP TO EXTEND THE SEAT TO ITS MAXIMUM HEIGHT. TO LOWER THE SEAT HEIGHT, SIT IN THE CHAIR AND PULL THE LEVER UP. THIS WILL ALLOW THE WEIGHT OF THE OCCUPANT TO LOWER THE SEAT TO THE DESIRED HEIGHT.

SWIVEL TILT LOCKING MECHANISM:
TO USE THE SWIVEL TILT FUNCTION, PULL THE SEAT HEIGHT ADJUSTMENT LEVER OUTWARD. TO LOCK THE CHAIR IN ITS STABLE POSITION, PUSH THE SEAT HEIGHT ADJUSTMENT LEVER IN WARD.

TENSION CONTROL ADJUSTMENT
TO ADJUST THE TILT TENSION, TURN THE TENSION ADJUSTMENT KNOB CLOCKWISE TO DECREASE THE TENSION OR COUNTERCLOCKWISE TO INCREASE THE TENSION.

NOTE: AFTER EXTENSIVE USE, CHECK AND TIGHTEN SCREWS THAT MAY HAVE LOOSENED.

SPECIAL NOTE:
THE CASTERS PROVIDED WITH THIS CHAIR ARE DESIGNED FOR USE ON CARPETED FLOORS. PLEASE USE EXTREME CARE IF THIS CHAIR IS TO BE USED ON HARD FLOORS OR FLOORS WITH CHAIR MATS.

REV. OCT.12, 2001